



Local Emergency Planning Committee  
of New Castle County  
c/o Office of Emergency Management  
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New Castle, DE 19720  
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David Irwin, Chairman  
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**Meeting Minutes  
January 11, 2010**

**Host: DuPont Edge Moor**

**Location: 104 Hay Road, Edgemoor, Delaware**

**The regular meeting of the New Castle County LEPC was held on the above noted date and place.**

**Welcome:**

**Mr. Tushar Durve, Environmental Consultant at DuPont Edge Moor, introduced Ms. Wendy Smith, SHE Manager, who welcomed and thanked everyone in attendance. Mr. Durve then provided a video to the group about driving distractions; as well as a presentation of the history of the Edge Moor site, their products, economics, and the process overview. Chairman Irwin thanked DuPont Edge Moor for hosting the meeting and their support of the LEPC.**

**Chairman Irwin informed the members that as a result of discussions with members of the Executive Committee and the LEPC, he has rescinded his resignation submitted at the November 9, 2009 meeting, and will continue as a paid consultant and chairman of the LEPC. Chairman Irwin looks forward to continuing his work with the LEPC.**

**At Chairman Irwin's request, a round of introductions was held.**

**Approval of Agenda: Babak Golgolab made a motion to approve; Bruce Galloway seconded the motion. All unanimously approved.**

**Approval of Minutes: Babak Golgolab made a motion to approve; Jerry Llewellyn seconded the motion. All unanimously approved.**

**Committee Reports:**

**Finance: Dave Carpenter advised the fiscal person was out sick and no current report was provided. Chairman Irwin reported the LEPC budget figures from the November 9, 2009, meeting. A corrected report as of December 31, 2009, was submitted to Chairman Irwin and is as follows:**

**\$123,314.00 – FY 10 Appropriation  
- 57,402.00 – Expenses to Date  
\$ 65,912.00 – Balance**

**Training: Mark Dolan presented the attached NCCIHMRA training report.**

**Transportation: Bruce Galloway reported that chlorine cars have installed advanced fittings. Currently, 25 cars are using them on a trial basis. There is a stencil on the rail cars with these fittings making them easier to spot.**

**Staff Report:** Chairman Irwin presented the attached staff report.

**Chairman Irwin attended the SERC meeting and provided the following report:**

- EPA discussed the Transportation Community Awareness and Emergency Response (TRANSCAER). TRANSCAER is voluntary national outreach effort sponsored by the chemical manufacturing and transportation industries, and is comprised of representatives who reach out to communities and assist them in their hazmat transportation emergency preparedness activities. TRANSCER participants are organized at the state level. For additional information, visit the TRANSCAER website at [www.transcaer.org](http://www.transcaer.org)
- State legislators have returned to Dover and discussions continue on the State's budget. The SERC and the LEPC's may be impacted, as well as future funding, since some chemical plants have closed. Chairman Irwin mentioned he would keep members informed as to any potential impact on funding or services.

**Old Business:**

**Emergency Guide:** Chairman Irwin advised that 156,000 copies of the LEPC Resident Awareness Guide were printed. As of December 2009, 68,778 copies have been distributed, and of that amount, 36,000 were given to the City of Wilmington Office of Emergency Management for distribution. Babak Golgolab advised the members that State Representative Kovach will be reaching out to the other state representatives to assist with distributing the brochure. John Verdi requested copies for distribution at civic association meetings in the Timber Farms community in Newark. Chairman Irwin reiterated that DuPont Edge Moor has graciously agreed to store the remaining guides for approximately six months.

**Staff Contract Update:** Chairman Irwin stated that the consultants are still working with New Castle County and the insurance company to get the liability insurance issued worked out and a policy in place. Currently, no site assessments or plant reviews are being done until the insurance issue is completed.

**U.S. EPA Region III Conference:** Bruce Galloway attended the conference held at the Inner Harbor in Baltimore, Maryland. Mr. Galloway reported on several training sessions he attended; specifically, the General Session whose keynote speaker was Mr. Jeff Skiles, U.S. Airways Co-Pilot, who spoke on "Lessons from Miracle on the Hudson;" "Emergency Response to Railroad Incidents – What You Need to Know Before You Go;" and a drill, "Operation Destination," put on by CSX to simulate different types of incidents that can occur with trains. Mr. Galloway felt this conference was very informative and the information presented was excellent.

**HMEP Grant Status:** Chairman Irwin advised that in FY09, 95.6% of the grant money was spent on the planning and training initiatives. The FY10 grant initiatives were submitted to the LEPC at the November meeting and approved. The LEPC is still waiting for an approval letter for the funds from the State Clearinghouse, which is not expected until the end of January. Once the approval letter is received, the next step in the process is that the grant must be placed on the County Council agenda for approval. Chairman Irwin mentioned that projects included in the FY10 initiatives were a TIER II video and Phase 2 functional exercise, which both will need to go out for bids. He also mentioned it may not be until March before the funds are approved, and they will need to be spent by September. Dave Carpenter stated that if we could get a sub-grant award letter from DEMA's Director for the funds, that letter could be submitted to County Finance and would cut down on the process. Kevin Kille from DEMA advised he will check if that can be done.

**LEPC Video:** Chairman Irwin advised that Arthur Paul will be making copies of the video for anyone interested in obtaining a copy.

**New Business:**

**DNREC Presentation:**

Ms. Ellen Malenfant from DNREC gave a presentation on their breakdown of responses. In 2009, 55% of the responses were in New Castle County. A total of 7 SERT incidents, 6 Level 1 and 1 Level 2, were declared in 2009. Out of 285 responses in 2009, 52% were DNREC only responses. Ms. Malenfant reported a large portion of DNREC's costs incurred on incidents are not recoverable.

**Host LEPC Meetings – 2010:**

Chairman Irwin asked for volunteers to host the remaining LEPC meetings in 2010.

The following facilities have agreed to host a meeting in 2010:

March 8 – AstraZeneca Wilmington

May 10 – Sunoco

July 12 – NCC Office of Emergency Management

September 13 – Honeywell

November 8 – BASF Corporation (Ciba Specialty)

Thank you to everyone who offered to host a meeting at your site.

**Executive Committee Meeting:**

Mr. Bob Barrish, Chair of the Executive Committee, reported that the steering committee will be reviewing the by-laws of the LEPC. The suggested revisions will be published with the minutes, and be available for a vote at the next LEPC meeting in March. Chairman Irwin will track all changes of the old and new by-laws, and provide the information to the members.

**Any Other Business:**

Chairman Irwin provided a brief overview concerning the LEPC's three consultants. When Joe Leonetti resigned, Mark Dolan stepped into the position. Mark Dolan has now accepted a full-time position with BASF Corporation (Ciba) to start the end of January. He will step down as a LEPC Vice Chair and paid consultant. Chairman Irwin advised he wants to replace Mr. Dolan and also move back to having only two paid consultants, not three. Chairman Irwin requested the members to authorize the LEPC to: 1) advertise this position, 2) interview candidates, and 3) extend an offer to the successful candidate contingent upon member approval at the March 8<sup>th</sup> meeting. Chairman Irwin opened the floor to comments, which there were none. He asked for LEPC approval to move forward with the above three steps in the process. Babab Golgolab made a motion to approve; Dave Carpenter seconded the motion. All unanimously approved.

Mr. Mark Dolan informed the members that Joe Leonetti received the 2009 County Council Award for the fire service and the coordinator of the Haz-Mat Team. Councilman Joseph Reda nominated Mr. Leonetti for the award.

As an informational message, Mark Dolan reported that a volunteer firefighter in Wisconsin was killed in the line of duty responding to an industrial site dumpster fire with an explosion. Mr. Dolan expressed the importance of the proper disposal of hazardous materials and how devastating the results could be from improper dumping.

**Mr. Kevin Kille from DEMA advised they will be testing the Delaware Emergency Notification System (DENS) in late January, early February. Also, reported that the 2010 Haz-Mat Conference will be April 9 – 11 at the Delaware State Fire School. He also mentioned that Arthur Paul became ill at work and has been out of the office at home recovering, and should be returning to work in the near future.**

**Mr. Dave Carpenter reported that he was an observer at the Special Operations drill at DuPont Edge Moor. He advised it is important the facility's security desk is provided the basic questions they will be asked so they can provide the answers to the 911 center. Mr. Carpenter also mentioned if any facility wants to have a drill with fire companies, to contact the Office of Emergency Management so we can be aware in order to work with others already scheduled. Also, the DC-CAER will be having their annual exercise and will let the LEPC know when it will be held if any facility would like to observe.**

**Ms. Ellen Malenfant from DNREC reported for Shannon Splittorff that March 1 is the deadline for TIER II reports.**

**No further business, the meeting adjourned at 4:15 p.m.**

**NOTICE OF NEXT MEETING**

**Host: AstraZeneca Wilmington**

**Date and time: March 8, 2010**

**Directions will be sent with agenda.**

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LEPCminutes1/11/10meeting

**LEPC for NCC  
STAFF REPORT  
November 10, 2009 – January 11, 2010**

**SERC/DEMA ACTIVITIES:**

1. Participated in the December 9th SERC Meeting and Retreat held in Smyrna
2. Participated in the SERC Planning and training Committee Meeting on November 19th held in Smyrna

**PLAN REVIEWS:**

1. No Plan Reviews or Onsite Assessments were conducted due to liability issues.

**COMMUNITY OUTREACH:**

1. Invited to join Croda CAP
2. Continued grassroots distribution process for Emergency Preparedness Guideline
3. Distributed outreach materials for one agency and one industrial partner
4. Presented a LEPC instructional presentation on November 12th for course at the Goldey Beacom College to over forty students
5. Attended the New Castle County Fire Chiefs Association's January 2010 Meeting

**DRILL/EXERCISES:**

1. Participated in the DEMA-led joint planning session for the April 2010 Delaware Hazardous Materials Conference

**NCCIHMR:**

**GENERAL STAFF ACTIVITIES:**

1. Continued to work with State and County personnel to resolve contract issues
2. Continued to transition W. McCracken's job responsibilities
3. Updated LEPC By-laws

Monday, January 11th, 2010

## **NEW CASTLE COUNTY INDUSTRIAL HAZARDOUS MATERIALS RESPONSE ALLIANCE**

### **NCCIHMRA TRAINING COMMITTEE REPORT TO NCC LEPC**

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee conducted the following training session since the November 9<sup>th</sup> LEPC meeting:

The eighth annual NCCIHMRA Planning and Training Dinner Meeting was held on Tuesday evening, November 10<sup>th</sup>, 2009, at the Elsmere Fire Company. The guest presenter was Mr. Charles Wright, Manager of Hazardous Materials Training for Union Pacific Railroad and Secretary of the NFPA's Technical Committee on Hazardous Materials Response Personnel, who gave an outstanding presentation on the history and future of hazardous materials incident response and scene safety.

Quick Summary of NCCIHMRA's six CY2009 training sessions as follows:

Session I: 03/19/09 Emergency Response for Non-Routine Compressed Gas Incidents instructed by Mr. Eugene Ngai and conducted at the University of Delaware;

Session II: 04/03/09 DEMA & LEPC sponsored Delaware Hazardous Materials Emergency Response Conference Meeting with keynote address by Mr. Greg Noll conducted at the Little Creek Fire Company;

Session III: 04/04/09 DEMA & LEPC sponsored Delaware Hazardous Materials Emergency Response Conference Hazmat Technician Skills Workshop conducted at the Delaware State Fire School;

Session IV: 05/19/09 & 05/21/09 Fundamental and Intermediate Concepts of Toxic Industrial Chemical Air Monitoring, Detection and Identification Course instructed by DEXSTA 35-8 brigade officers and conducted at the DuPont Experimental Station;

Session V: 06/23/09 & 06/25/09 Shipborne Operations Orientation Course Part III – Technician Level instructed by the Tri-State Maritime Safety Association and conducted at the Elsmere Fire Company;

Session VI: 09/29/09 & 09/30/09 Hands-on Workshop involving basic and intermediate radiological detection, monitoring and incident response conducted at the DNREC Lukens Drive, New Castle Facility.

The New Castle County Industrial Hazardous Materials Response Alliance Training Committee is in the process of finalizing dates and locations of the CY2010 training schedule totaling 28 hours as follows:

2010 QI – DHS ODP Incident Response to Terrorist Bombings (4 hrs)

2010 QII – WEG “Bottoms Up” Rollover Tank Trailer with Field Exercises (12 hrs) (part of the Third Annual Delaware Hazardous Materials Conference April 10<sup>th</sup> & 11<sup>th</sup>)

2010 QII – TMSA Shipboard Hazmat Operations Part IV – Technician (4 hrs)

2010 QIII – DuPont ISO-CAER-tainer Intermodal Container Course (4 hrs)

2010 QIV – NCCIHMRA Railroad Tank Car Damage Assessment Course (4 hrs)

Submitted by:

Mark Dolan

NCCIHMRA Training Committee